

SENATE BILL #1753

Title: Student Activities Council

Date: April 1, 1993

Sponsor: Student Activities Council

1. WHEREAS, the Student Activities Council, formerly known as the
2. Student Activities Advisory Board, has undergone major
3. modification during the past academic year; and
4. WHEREAS, By-Laws are necessary because the Student Activities
5. Council is a complex standing committee in its organization
6. and responsibilities;
7. THEREFORE, be it enacted by the Student Senate of the
8. Associated Students of the University of Wyoming that the
9. Student Activities Council By-Laws become an official
10. document of the Associated Students of the University of
11. Wyoming. (See attachment).

Referred to: Committee of the Whole

Date of Passage: April 27, 1993

Signed:


ASUW Chairperson

"Being enacted on April 29, 1993, I do hereby sign my name
hereto and approve this Senate action."


ASUW President

Associated Students of the University of Wyoming

Student Activities Council

By-Laws

Article I

- Sec. 1. Name: This organization shall be known as the Student Activities Council of the Associated Students of the University of Wyoming.
- Sec. 2. Purpose: The ongoing mission of the Student Activities Council shall be to provide a synergetic forum which promotes:

Unity through meaningful communication
Advocacy through mutual respect
Proficient student activities programming through the coordination of resources
The development of leadership through experience

Above all, the Student Activities Council of the Associated Students of the University of Wyoming shall strive to provide quality programming which promotes student development.

- Sec. 3. Governing Laws: The laws governing this Council shall be the Constitution and By-Laws of the Associated Students of the University of Wyoming, the Finance Policy of the Associated Students of the University of Wyoming, and these By-Laws. Every member is responsible for reading and abiding by these by-laws and the Constitution of the Associated Students of the University of Wyoming.

Article II

Council Organization

- Sec. 1. Officers: The officers of the Student Activities Council shall be the Chairperson, Lead Student Programmer, Secretary, and Treasurer.
- Sec. 2. Term of Office: The terms of office for the elected and appointed officers shall be one academic year.
- Sec. 3. Senators: Five A.S.U.W. Senators, including the Chairperson, shall serve on this Council.
- Sec. 4. Commissions: The following A.S.U.W. Commissions shall have a permanent seat on the Student Activities Council to be filled each year by a respective commissioner.

Environmental
Fine Arts

Special Events
Community Service

- Sec. 5. Other Student Programmers: In addition to the A.S.U.W. Commissioners, a representative from these additional student programming entities shall have a permanent seat on the Student Activities Council.

Residence Halls Association
Wyoming Union Programming Committee

- Sec. 6. Ex-Officios: The following persons shall serve on the Student Activities Council as ex-officio members:

Assistant Director Wyoming Union, Programs and Services
ASUW Program Specialists (2)
Wyoming Union Program Specialist
ASUW Business Manager

Article III Responsibilities of Council Officers

- Sec. 1. General: The duties of the officers are those prescribed by these By-Laws and the Constitution, By-Laws, and Finance Policy of the Associated Students of the University of Wyoming.
- Sec. 2. Enforcing Rules: It shall be the responsibility of all officers to read thoroughly, understand, and enforce all of the Constitution and Laws of the Associated Students of the University of Wyoming and all provisions of the By-Laws and policies of this Council.
- Sec. 3. Chairperson: The Chairperson shall preside at all Council meetings.
- Sec. 4. Lead Student Programmer: The Lead Student Programmer shall have the responsibility of coordinating both a monthly and yearly activities calendar of events.
- Sec. 5. Shared Responsibilities and Powers: The Chairperson and Lead Student Programmer shall share the power to create task forces, appoint commissioners, and act as liaisons to A.S.U.W. Student Government and the University of Wyoming. In addition they shall have the power to develop and evaluate the duties and job descriptions of the individual members of which the Student Activities Council is composed. Together, these individuals shall be responsible for the coordination of recruitment efforts, retreats, training, and recognition of members. They shall also be required to create and present a budget to the A.S.U.W. Budget and Planning Committee each year. Each of the A.S.U.W. Commissioners shall be directly supervised by the Chairperson and

Lead Student Programmer of the Student Activities Council.

Sec. 6. Secretary: The Secretary shall be responsible for the recording, typing and distribution of the council minutes. Additionally, the secretary shall be responsible for maintaining a current and accurate history of all activities programming in which the Student Activities Council is involved.

Sec. 7. Treasurer: The Treasurer shall be responsible for the monitoring of all the Student Activities Council Administrative Funds. Each month, or more often if deemed necessary by the Chairperson, the Treasurer shall make a financial report to the Council.

Article IV Selection of Membership

Sec. 1. Senators: Five A.S.U.W. Senators shall be appointed by the A.S.U.W. Vice President to serve on the Student Activities Council.

Sec. 2. Commissioners: The A.S.U.W. Commissioners shall be appointed by the Chairperson and Lead Student Programmer of the Council. This shall occur within one week following the installation of the Lead Student Programmer and Chairperson. Appointments of A.S.U.W. Commissioners shall be approved by the Student Activities Council and A.S.U.W. Senate.

Sec. 3. Residence Halls Association Representative: A representative from the Residence Hall Association shall be chosen by that entity. This representative must then be approved by the Council as a whole.

Sec. 4. Wyoming Union Programming Committee Representative: A representative of the Wyoming Union Programming Committee shall be chosen by that entity. This representative must then be approved by the Council as a whole.

Article V Selection of Officers

Sec. 1. Chairperson: The Chairperson of the Student Activities Council shall be appointed by the A.S.U.W. Vice-President with the approval of the A.S.U.W. Senate.

Sec. 2. Lead Student Programmer: Nominations for the position of Lead Student Programmer shall be taken from the current membership of the Student Activities Council two weeks prior to the A.S.U.W. General Election. Each nominated individual shall be allowed to address the council. An election shall be held in which each

member of the Student Activities Council is allowed one vote. A candidate must receive a majority of the votes cast by the council in order to be elected.

- Sec. 3. Secretary and Treasurer: Nominations for the positions of Secretary and Treasurer shall be taken from the current membership of the Student Activities Council within three weeks following the A.S.U.W. General Election and the selection of commissioners. Each nominated individual shall be allowed to address the council. An election shall be held in which each member of the Student Activities Council is allowed one vote. A candidate must receive a majority of the votes cast by the council in order to be elected.

Article VI Installation

- Sec. 1. When: All officers of the Student Activities Council shall be installed immediately upon either their selection or election.

Article VII Removal of Council Officers From Office

- Sec. 1. Procedure: Any Council Officer, other than the Chairperson may be removed from their position. A petition must be signed by at least 50% of the current Student Activities Council and submitted along with a letter of explanation to the Assistant Director Wyoming Union, Programs and Services, the A.S.U.W. President, and the A.S.U.W. Vice-President. These three individuals shall then conduct a hearing for the appropriate Office. The individual is removed from office if, after the hearing there is a 3/4 vote in favor of removal by the Student Activities Council.

Article VIII Meetings

- Sec. 1. Time and Place: Regular meetings of the Student Activities Council shall occur at least once a week during the regular academic school year.
- Sec. 2. Changes: Any temporary changes as to the date, time or place of regular meetings must be made by the Chairperson and Lead Student Programmer and made known at least 48 hours in advance of the meeting.
- Sec. 3. Parliamentary Procedure: Robert's Rules of Order, Revised, shall govern the parliamentary proceedings of all meetings; this in no manner shall change the order of business prescribed in these By-Laws; and shall in no manner change the effect of the Constitution and

Laws of the Associated Students of the University of Wyoming in regard to meetings.

Sec. 4. Order of Business: The following order of business shall be followed at each meeting. Any parts which are unnecessary may be omitted by the Chairperson:

1. Meeting called to order by Chair
2. Roll call
3. Reading of minutes
4. Corrections and approval of minutes
5. Introduction of guests
6. Special programs
7. Commission reports
8. Old Business
9. New Business
10. Closing

Article IX By-Laws

Sec. 1. Amendment: The adoption, amendment, suspension or the alteration in any manner of these By-Laws shall only be accomplished in the following manner:

- a) The proposed By-Laws or amendments, or suspension of, or alterations to, shall be read to the Council at each of four successive meetings and must be passed at the final reading by an affirmative vote of two-thirds (2/3) of the total Council membership.
- b) When the proposed change is presented to the Council for the final reading, it shall not be subject to amendment or change from the floor, but must be adopted or rejected as read.
- c) The proposed changes to the By-Laws cannot be voted on until 15 days from the first reading.
- d) The proposed changes shall be voted on using a roll call vote. The vote shall be recorded by the secretary and placed in the minutes.

PROPOSED UNIVERSITY OF WYOMING WORKLOAD POLICY

I. OBJECTIVES

The objectives of the workload policy are:

- To define the professional responsibilities of University of Wyoming faculty with regard to teaching, research, creative activities, service and outreach.
- To emphasize the University's commitment to teaching, particularly at the undergraduate level.
- To communicate faculty responsibilities to all interested parties, including those outside the University.
- To establish mechanisms for accountability of faculty workloads.

This document sets forth principles, the workload policy itself, workload policy issues, the structure and functions of the workload committee and key definitions.

II. PRINCIPLES

This workload policy establishes consistent, university-wide guidelines for assigning faculty responsibilities. It emphasizes the development of standards at the department, division, or college level. It incorporates several fundamental principles that govern academic life at the University, as summarized below:

- **Mission Statement.** The University is the only four-year and postgraduate institution of higher learning in the State. It has an obligation to offer excellent baccalaureate instruction, graduate programs of recognized excellence, outstanding scholarship, and superior outreach and extension activities.
- **Agenda 2000.** The University has a set of ambitious goals to accomplish its mission. The following goals have direct relevance to faculty workload: to expand the quality and richness of undergraduate, graduate, and professional instruction; to recruit and retain excellent faculty; to increase the quality and quantity of research and creative activities; and to increase awareness of faculty research and creative achievements by peer institutions and the public.
- **University Regulations 803 and 804 .** Any workload policy must respect existing regulations regarding the responsibilities of, and evaluation procedures for, faculty and academic administrators who hold faculty rank. For faculty, the "criteria for reappointment, promotion, and tenure decisions are creative development, advancement, and dissemination of knowledge. These criteria may be demonstrated in the main functions of teaching; research; creative contributions; extension; service to the state of Wyoming; professional service; and, other University related activities and services." Opportunities for academic administrators to fulfill their faculty responsibilities must be provided.
- **Character of the institution.** Rare among American state universities, the University of Wyoming is a "university that feels like a college." To preserve this character, University faculty and officers, and citizens of the State must recognize teaching and research as closely intertwined activities, not mutually competitive ones. Faculty members must teach with distinction, and their teaching must be inspired by creativity and recognized scholarship.
- **Demands on the professoriate.** For faculty members to attain excellence in teaching, research and creative activities, no single activity must preclude any other. Even the most active researchers on campus have a responsibility to teach. At the same time, classroom teaching assignments should be consistent with the University's commitment to distinguished faculty scholarship. All faculty are also expected to keep up-to-date in their discipline through ongoing professional development.
- **AAUP guidelines.** The American Association of University Professors has established guidelines that universities should follow if they are to encourage optimum academic performance from professors and attract quality faculty. These guidelines identify preferred teaching loads of nine credits per week for undergraduate instruction and six credits per week for instruction partly or entirely at the graduate level. The AAUP observes that the majority of institutions "noted for the effectiveness of their faculties in teaching and scholarship" allow adjustments for "heavier-than-normal duties in counseling, program development, administration, research, and many other activities." (AAUP Policy Documents and Reports, 1990, pp. 163-166)
- **Academic diversity.** Scholarship and accreditation requirements, and modes of teaching vary widely across disciplines. Excellence demands that faculty members measure their accomplishments against the appropriate standards in their disciplines. Consequently, attempts to quantify productivity precisely and uniformly throughout the University are less effective than assessments based upon discipline-specific standards.

III. THE WORKLOAD POLICY

The fundamental responsibility of the faculty of the University of Wyoming is teaching. All faculty must participate in meeting this responsibility.

1. The standard teaching responsibility for full-time University of Wyoming faculty is:
 - a. Twelve credits per semester for faculty assigned exclusively to undergraduate teaching.
 - b. Nine credits per semester for faculty whose responsibilities include research, creative activities, service, or administration.
2. The teaching responsibility may vary from the above standards depending upon the nature and significance of the teaching, research, creative activities, service or administration as outlined below. Established annual university evaluation procedures shall be used to determine each faculty member's responsibilities within the standard workload. These procedures include annual faculty updates and written assessments by department heads and directors as well as deans' written evaluations.
 - a. In-class activities, as well as out-of-class teaching-related activities, may necessitate adjustments of workloads for unusually work-intensive teaching including, but not limited to, writing courses, laboratory courses, telecommunicated courses, internships, graduate courses, substantial undergraduate and graduate advising, supervision of graduate students, and courses that an instructor teaches for the first time.
 - b. Teaching responsibilities that are less than nine credits per semester may be assigned to enable contributions of research or creativity activity that have recognized importance to a discipline, the State or the Nation.
 - c. Reallocations of workload may be made for service, administration, cooperative extension, agricultural experiment station research, and educational outreach to the State. To qualify for any such reallocation, the proposed activity must contribute to the University's mission of teaching, research, creative activities and outreach.
 - d. Pre-tenure faculty members may be granted reduced teaching responsibilities in order to establish themselves as teachers and scholars.
 - e. All adjustments made in accordance with items a-d must conform to written guidelines developed by the respective department and colleges. These guidelines are subject to review and ratification by the University Workload Committee.
3. As part of their normal workload responsibilities, faculty will maintain scheduled office hours in accordance with their college's policy.
4. Consistent with existing procedures and policies, department heads and program directors along with their dean have the responsibility to ensure that the allocation of responsibilities for teaching, research, creative activities and service in each faculty member's workload is consistent with this policy averaged over a two-year period. The dean of each college is responsible for assuring that departments and programs under her or his supervision are held accountable to the standards set forth in this workload policy.

IV. WORKLOAD POLICY ISSUES

Accountability. To ensure accountability, this policy relies on existing reporting mechanisms (such as annual faculty updates), the present administrative structure, and workload guidelines developed by the department, division, or college. As an independent check on the adherence of guidelines to this policy, the Provost and Faculty Senate have joint responsibility to establish a University Workload Committee.

Documentation of Accountability. The written record of accountability of a faculty member's teaching, research, creative activities, and service includes at least the following: the annual faculty update, the annual evaluation of each faculty member's professional performance by the department head and the dean, and plans of expected performance developed by the faculty member in cooperation with the department head or director and approved by the dean. The faculty member's annual workload should be reflected in the initial job description and subsequent modifications.

Development of Guidelines. Several issues have a bearing on the development of workload guidelines. Among these are the allocation of released time associated with research grants, committee responsibilities, and the assignment of credit for supervising independent study of undergraduate and graduate students and team-taught courses. However, no faculty member may be released from *all* teaching duties. Each college is responsible for developing guidelines related to independent study that promote the desirable aspects of one-on-one instruction but avoid abuses. The involved faculty of each department, division, or college must develop the workload guidelines before they go to the University Workload Committee for review and approval.

Timeline for Implementation. All units must develop and submit guidelines for implementation to the University Workload Committee by May 15, 1993. During Summer and Fall, 1993, unit guidelines will be reviewed, approved or returned to the unit for revision if necessary. All guidelines must meet the approval of the University Workload Committee by December 15, 1993. Given the advanced time frame needed for planning, the actual implementation of individual workloads under the approved unit guidelines would begin Spring semester, 1994.

V. THE WORKLOAD COMMITTEE.

Rationale. This committee exists to ensure that the guidelines developed by the units adhere to this University Workload Policy and the principles upon which it is based.

Functions. The function of this committee is to approve, suggest modifications to, or disapprove unit-level guidelines submitted to it by the colleges. The Workload Committee will not create guidelines or impose guidelines upon units. Based on the Principle of Academic Diversity as set forth in the beginning of this document, the comparison of workloads across colleges by means of numerical values is a direct violation of the assumptions of this Workload Policy. It is not the responsibility of this committee to evaluate the workloads of individual faculty members. If individual faculty members wish to appeal their workloads, they may do so through the existing grievance procedure of the university (University Regulation 35). Any modifications of this Workload Policy and the functions of the Workload Committee must be approved by the Faculty Senate. This committee shall provide the President and the Faculty Senate with an annual written evaluation of the implementation and effectiveness of the University Workload Policy.

Composition. The Workload Policy Committee will consist of three deans from the Dean's Executive Council, three tenured faculty selected by the Executive Committee of the Faculty Senate, an ex-officio representative from ASUW, and the Provost (or designee) serving as chair. The members of the committee will serve staggered two-year terms.

VI. KEY DEFINITIONS

Faculty. For the purpose of this workload policy, the University Faculty shall consist of all persons having the faculty rank of Professor, Associate Professor, Assistant Professor, or Instructor. (Regulations of the Trustees of the University of Wyoming, Chapter III, Section 1, A.) When a faculty member's full-time salary is paid partially from a source other than the state instructional budget, the minimum teaching responsibilities shall be prorated accordingly.

Credits. In this policy, a *credit* refers to a "Carnegie unit," which normally corresponds to one hour of classroom contact time per semester week. For each hour in the classroom, a faculty member spends several hours in course preparation, grading, and advising and consultations with students. The amount of time required for these tasks is highly variable given the diversity of courses and disciplines at the University. Graduate courses, writing-intensive courses, laboratory courses, and courses that an instructor teaches for the first time often require substantially more out-of-class time than other courses.

Teaching, Research, Creative Activities, Extension, Service, Administration. As used in this policy, these terms include those components noted in University Regulations 803 and 804.

ASUW PROPOSAL FOR CONDOM SALES ON CAMPUS

PROPOSAL

The Associated Students of the University of Wyoming (ASUW) propose that the Trustees of the University of Wyoming endorse placing condom dispensers in University buildings. Information regarding the proper use of condoms and facts about Acquired Immune Deficiency Syndrome (AIDS) and other Sexually Transmitted Diseases (STDs) should be provided alongside the condom dispensers.

PURPOSE

The purpose of the proposed condom sales is to protect the health and well-being of the students at the University of Wyoming. STDs and AIDS pose a serious and imminent health threat to this campus. While ASUW is in no way encouraging sexual activity, the condom dispensers deal with the problem in a rational and realistic manner.

According to Dr. Laura Franseen of U.W. Student Health Services, an estimated 10 to 15 percent of college students nationwide are infected with chlamydia. Each year an estimated four million new cases of chlamydia arise. The problem with chlamydia is that it can be asymptomatic in males who can spread the virus to a number of partners without realizing that they are infected. In females, chlamydia can lead to sterility if left untreated.

The Human Pappiloma Virus (genital warts) has reached epidemic proportions on American college campuses, with an estimated eight to 15 percent of the nation's college students infected. From her work at Student Health, however, Dr. Franseen said the HPV rate at U.W. may be higher than the national average. HPV is associated with cervical cancer, the second leading cause of death worldwide of women between the ages of 20 and 40.

Herpes Simplex II is another STD that runs rampant throughout the college population. An estimated 500,000 new cases of this incurable virus appear every year. The number of herpes cases has increased seven fold over the last 20 years. Dr. Franseen said studies suggest that one in six Americans will be inflicted with herpes.

The bacterial STDs, gonorrhea and syphilis, are also on the rise. Health care analysts estimate one to two million new cases of gonorrhea appear annually. Syphilis is making a dangerous comeback across the country. The number of cases of this deadly disease has increased by 75 percent since 1985. Syphilis rates are at their highest level in 40 years.

Perhaps the greatest danger facing college students is the threat of AIDS caused by the Human Immunodeficiency Virus (HIV). As of May 1992, the health care profession has diagnosed 240,000 Americans with AIDS. Over 160,000 people have died and there is little hope for those who have not yet succumbed to this incurable microscopic killer. A few years ago a study of the American college population showed that one in 500 students were HIV

positive. A similar study this year found that the number had increased to one in 200.

Although Wyoming may be geographically and demographically isolated from the rest of the nation, it is not a safe haven from the AIDS virus as some might believe. Fifty-five people have been diagnosed with AIDS in this state and 32 Wyomingites have died. In Albany County there are more than half a dozen AIDS cases and at least six individuals diagnosed as HIV positive.

While the number of Wyoming cases is relatively small compared to the AIDS rates in major urban areas such as New York or San Francisco, U.W. students are at risk. This campus's population is not only composed of students from Wyoming, but includes students from across the country and this increases the probability of students who are HIV positive. Further, many students travel to cities such as Denver and Salt Lake City every weekend and journey to Florida, Texas and California every Spring Break. Unfortunately some of these students may come into contact with serious diseases and bring them back to the UW campus.

Once stigmatized as a "gay disease," AIDS is quickly infiltrating the heterosexual population. With an estimated 85 percent of college students nationwide sexually active, it is easy to see how University administrators have a potential epidemic on their hands. One has only to look at the AIDS tragedy in the sub-Saharan Africa, where the HIV rate is as high as 25 to 30 percent in certain urban cases, to realize the lethal potential of this virus.

The only thing that can protect U.W. students from an almost inevitable AIDS epidemic is education and the practice of safe sex. With your help, we can provide the students with both.

WHY CONDOM MACHINES?

According to former Surgeon General C. Everett Koop, the most effective means, other than abstinence, of preventing the spread of HIV is the use of latex condoms. HIV simply cannot pass through latex. Aside from preventing the spread of AIDS when used correctly, condoms are critical in the prevention of STDs.

In addition, condoms can be effective in deterring crisis pregnancies, another serious problem affecting college age students, especially in Wyoming. When used properly, condoms are 90 percent effective in preventing conception which is better than certain other forms of contraception including the diaphragm (based on yearly pregnancy rates). When used in conjunction with a spermicide, condoms have an effectiveness rate rivaling that of oral contraceptives.

Some may argue that since Student Health Services and the Albany County Family Planning Services dispense condoms, and since condoms are readily available in most supermarkets, pharmacies and convenience stores, there is no need to install condom machines on campus. Condom machines, however, are needed and should be installed.

One problem with the aforementioned providers of condoms is accessibility. With the exception of convenience stores, condoms

are not available late at night when condoms are likely to be most in need. It is imperative that students be given easy access to potentially life saving condoms.

Another reason why condom machines are needed is the anonymous nature of the dispensers. Some people may feel embarrassed by purchasing condoms from stores or going to Family Planning or Student Health to obtain contraceptives. The fear of running into friends, family or other acquaintances while standing in line at the store with a box of condoms or being seen at Family Planning may deter some from obtaining protection. This problem is worse for women as society has stigmatized females who purchase or possess condoms.

Condom dispensers can solve the problems of accessibility and anonymity. Without having to travel more than a few flights of stairs, and without the fear of being seen, male and female students alike can obtain adequate protection for themselves if they decide to have sex.

An informal survey by ASUW in September of 1992 found that nearly three-fourths of the students questioned favored the placement of condom dispensers on campus while only five percent were opposed to the plan. Condom dispensers have been installed on college campuses across the country, including Western Wyoming College in Rock Springs. The students are firmly behind the idea of placing condom dispensers on campus. We need your support to help make U.W. a safer place for our students.

PROCEDURE FOR IMPLEMENTATION

Condom machines can be installed in buildings on campus at no cost to the University. The C & G company out of Grand Junction, Colorado, will install up to 16 condom dispensers on our campus at no charge. The company's local representative will also keep the machines stocked and maintained at no cost to the University. The C & G Company will also be liable for any claims made in conjunction with condom failure. The condoms will sell for \$.50 for one or \$1.25 for a package of three. The C & G Company will keep the profit from the sales, which are estimated by a company representative as being approximately eight units per day per machine. Since the profit potential from condom sales for the university would be almost negligible we do not see any reason to ban the C & G Company from retaining all of the proceeds from the sales. Furthermore, our goal is not to make money, but rather to promote the safety and well-being of our student population.

The 16 machines could be placed in the male and female restrooms of the University's six residence halls. This would be two per hall with the remaining 4 machines being placed in the restrooms at the Student Union. The exact locations for condom machines in these buildings can be chosen with the help of the Residence Hall Association and the Union director.

Information regarding the proper use of condoms and facts on AIDS and other STDs could be provided as well. This information, in the form of pamphlets, could be placed alongside each condom machine on campus.

If sales from the 16 machines are high enough, the C & G company will install additional machines as needed. The University reserves the right to purchase additional machines at the cost of \$349 each. If the University decides to purchase the machines instead of granting the C & G Company the right to place their dispensers on campus, U.W. vending would be responsible for the maintenance, repair, stocking and ordering of condoms.

As representatives of the student body, we feel condom dispensers are a necessary addition to our campus. Regardless of the process of implementation our goal is to see condom dispensers on campus by the spring of 1993. Our research concludes that the process outlined in this proposal is in the best interest of the University community.